IMAGINEERING
ImagePlus Keno V3.17, Audit Software V5.0 and
Random Number Generator (RNG) 3000
Suggested Trial Procedures

Keno System

1. The keno system must be configured to print the following reports from the
    End of Day (EOD) Reports menu at the keno game:

    Writer Totals by Location (Writers Report)
    Void Report
    Exception Report

2. Keno key employees should provide close supervision of all writers,
    deskpersons, and administrative personnel.

3. All auditing procedures must be performed utilizing the restricted copy of
    reports produced by the audit program, and the End of Day Reports
    produced by the keno system and printed by personnel independent of the
    keno operations. The keno log which may be printed at the keno desk is
    not restricted and does not constitute an auditable document.

4. For each day of the trial period for each keno game, accounting or auditing
    personnel shall:

    a. For one writer's station (rotate shift and writer) foot the write and
        payouts on the Transactions by Station Report produced from
        the audit program and trace to the EOD Writers Report.

    b. Trace write and payout grand totals from the All Transactions
        Report for all games produced from the audit program to the
        EOD Writers Report.

    c. Review a 5% - 10% sample of tickets paid using the Bi-Monthly
        Regrade Report produced from the audit program to ensure that
        the proper amounts were charged based on the wagers made,
        and the correct payouts were made based on the amount
        wagered and the payout schedule.

    d. For a sample of 1 station per day per game, review all tickets
        written for continuous sequencing using the Transactions By
        Station Report produced from the audit program. Documented
        follow-up is to be performed when any sequence errors are
        found. Rotate the stations sampled during the trial period.

    e. Review all voids for propriety and regulation compliance.

    f.   Review all restricted computer-generated reports for the proper handling of voids and unpaid winners.

    g.   Review the EOD Exception Report on a daily basis for propriety of transactions, changes in the system configuration and any other unusual occurrences.

    h.   Review the sample of tickets selected for regrading by the audit program to ensure that the correct percentage of tickets was selected.

    i.   Review the sample of tickets selected by the audit program for adequacy of distribution. The audit program should generate a sample from all tickets paid during the 24-hour period.

    j.   Manually regrade all winning tickets in excess of $1,500 and at least 1% of all other winning tickets. Compare the payout of the manually regraded ticket to the payout of the ticket regraded by the audit program.

    k.   Review all ball draws for the Fast Keno game for potential numerical patterns and any unusual occurrences using the Ball Frequency Report. Investigate and resolve unusual items noted.

5. When the keno game is operated by one person or in the event that any one person performs both the writer and deskman functions, using the Deskman Regrade Report:

    a.   Review winning tickets selected by the audit program to ensure that all winning tickets in excess of $100 were chosen for regrading.

    b.   Review the sample of winning tickets selected by the audit program to ensure that 5% have been chosen for regrading.

    c.   Manually regrade all winning tickets in excess of $100 and at least 5% of all other winning tickets. Compare the payout of the manually regraded ticket to the payout of the ticket regraded by the audit program.

6. In the event that a keno game operated by one person or with one person performing both the writer and deskman functions does not occur during each day of the trial period, the following procedures must be performed:

    a.   Select any writer that was on duty that day and generate a One Man Regrade Report for that writer.

b. Perform the procedures outlined in steps 5a and 5b above.